

# **North Carolina Customizations – Grad Plan Phase 2**

## **North Carolina Graduation Requirements**

### **Overview**

The purpose of this document is to provide guidance for use of the NC Graduation Requirements custom screens. The NC Graduation Requirements screens allow a user to assess graduation status relative to the student's intended plan of study including:

- ☐ Future Ready Core (FRC)/Diploma Types
- ☐ UNC Minimum Admissions Requirements (UNC or MAR)
- ☐ Career and Technical Education (CTE)
- ☐ Math Rigor
- ☐ State
- ☐ LEA

All plans of study require math rigor standards. The North Carolina State Board of Education (SBE) establishes the minimum graduation requirements that students must satisfy to obtain a diploma (FRC/Diploma Types). The foundational graduation requirements are known as the "Future Ready Core" and have been in place since fall 2009. The Future Ready Core requirements depend upon a student's year of entry into 9th grade and represent the minimum required coursework to earn a high school diploma from a North Carolina public school. LEAs/districts may require additional credits in order to earn a diploma. A student can earn a diploma through a variety of paths:

- ☐ Meet the basic minimum graduation requirements for the LEA/district (which must meet SBE minimum requirements)
- ☐ Meet the basic minimum graduation requirements for the LEA/district AND the requirements to meet UNCGA Minimum Admission Requirements (MARs) OR to earn Career and Technical Education (CTE) Concentration OR both
- ☐ Meet the basic minimum graduation requirements by taking advantage of the modifications to the FRC such as "Math Substitution" or the Occupational Course of Study

The UNC, FRC, CTE, STATE, LEA, and Math Rigor processes will run automatically once a month and at the end of the semester for all students. These calculations evaluate a student's work toward meeting each graduation plan and display their progress. Although these processes only run on a limited basis, a user can recalculate a single student's progress toward UNC, CTE, STATE and LEA graduation plans on demand using the associated buttons located on each graduation plan screen.

# State Level Administration (Graduation Plan Setup)

In order to properly function, there are several things that must be completed at the state level on the Enterprise Controller before districts can fully use the customized graduation plans.

## Enterprise Controller

### Codes Management

1. From the Start page, navigate to **District** setup, **Codes Management**

North Carolina	Description
Civil Rights Data Collection (CRDC)	Civil Rights Data Collection (CRDC)
<b>Codes Management</b>	Tool to create lookup codes for drop down lists
Graduation Plan Requirements	Set up Graduation Plan Requirements

2. Click **New**
3. Enter the following information:

**Code shortname: plan\_of\_intent**

**Code meaning: Graduation Plans of Intent**

**Sort Order: 99**

## Work Keys/Career Readiness Test Indicator

Tests that are Work Keys/Career Readiness assessments must be set up at the Enterprise Controller level.

- From the Start page, navigate to **District** setup, **Tests**.
  - To create a new test, click **New**.
  - To edit an existing test, click the test name.
- Enter/Edit the test information:

**Name:**

**Allow Accommodations: Yes/No**

**Work Keys / Career Readiness: Yes/No** \*\*\*\*Be sure to set to YES

**Type: National/State/Local/District/School/Other**

**Description:**

- Click **Submit**.

Option	Value
Name	<input type="text"/>
Allow Accommodations	No <input type="button" value="v"/>
Work Keys / Career Readiness	No <input type="button" value="v"/>
Type	National <input type="button" value="v"/>
Description	<div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
<input type="button" value="Submit"/>	

## Graduation Requirements

Graduation Plans are set up similarly in each of the areas. Currently there are tabs for UNC (UNC Minimum requirements), FRC (Future Ready Core), CTE (Career-Technical Education), Math Rigor, and LEA. The LEA tab is designated for district use and will be addressed in a separate section. Because the procedures for setting up graduation plans in UNC, FRC, CTE, and Math Rigor are identical, only one set of procedures will be provided. State procedures will be addressed in a separate section.

- From the Start page, navigate to **District** setup, **Graduation Plan Requirements**.

North Carolina	Description
Civil Rights Data Collection (CRDC)	Civil Rights Data Collection (CRDC)
Codes Management	Tool to create lookup codes for drop down lists
Graduation Plan Requirements	Set up Graduation Plan Requirements

2. Select the graduation plan tab (either **UNC**, **FRC**, **CTE**, **Math Rigor**).

**Graduation Requirements - DPI View**

UNC FRC CTE Math Rigor State LEA

**Graduation Plan Base Requirements (UNC)**

New Base Requirement

Show 10 entries

	Year	Base Subject	Credits Needed	
<input type="radio"/>	2009	ENGLISH	4	Delete
<input type="radio"/>	2009	FOREIGN LANGUAGE	2	Delete
<input type="radio"/>	2009	MATH	4	Delete
<input type="radio"/>	2009	SCIENCE	3	Delete
<input type="radio"/>	2009	SOCIAL STUDIES	3	Delete
<input type="radio"/>	2002	ENGLISH	4	Delete
<input type="radio"/>	2002	HISTORY	2	Delete
<input type="radio"/>	2002	MATH	4	Delete
<input type="radio"/>	2002	PHYSICAL EDUCATION	1	Delete
<input type="radio"/>	2002	SCIENCE	3	Delete

Showing 1 to 10 of 22 entries

Previous Next

3. Click **New Base Requirement**. Enter the **Year**, **Base Subject**, and **Credits Needed**.

**Graduation Plan Base Requirements**

New Base Requirement

Show 100 entries

	Year	Base Subject	Credits Needed	
<input type="radio"/>	1960	ENGLISH	4	Undo Delete

4. If you accidentally add too many base requirements, click **Undo** beside any extra lines that you need to remove.
- ☐ For the **CTE Graduation Plans**, the credits needed on the Base Requirements screen should be 4.
  - ☐ The credits input for a base req. are a minimum. However, higher credit requirements can be set for a given path or sub requirement.
5. Click **Submit**.

**Note: The year will correlate with a student's 9<sup>th</sup> grade entry date.**

Also, you may find it more useful to change the view of this page to show more entries. Click the Show entries tab and choose 100.

6. To delete a base requirement, click **Delete** beside of the requirement you wish to remove. Click **Confirm Delete**.
7. Click **Submit**.
8. To drill down on a base requirement, click the circle/button to the left of the requirement.

**Graduation Plan Base**

New Base Requirement

Show 100 entries

25 50 100

2009	MATH	4	Delete
2009	SCIENCE	3	Delete

- If you need to add a new path requirement, click **New Path Requirement**. Enter the **Description** in the description field.

Graduation Plan Base Requirements: 2009 - MATH

Path Requirements

**New Path Requirement**

Description

Path 1-Std UNC Math

Path 2-Std UNC Math

Path 3-CC 4th Math

Path 4-CC 4th Math

Showing 1 to 4 of 4 entries

Undo

Delete

Copy To

Submit

- If you accidentally add too many path requirements, click **Undo** beside any extra lines that you need to remove.
- Click **Submit**.
- You can also use an existing Path Requirement and copy it to another graduation requirement. To copy an existing path requirement, click the **Copy To** button, and then select the base requirement from the appropriate graduation plan tab. You will see a pop-up window confirming the copy location. Click the **X** to close this window.

Graduation Plan Base Requirements: 2009 - MATH

Path Requirements

**New Path Requirement**

Show 10 entries

Description

Path 1-Std UNC Math

Path 2-Std UNC Math

Path 3-CC 4th Math

Path 4-CC 4th Math

Showing 1 to 4 of 4 entries

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1. Click Copy To

2. Click a Graduation Plan tab

3. Click a Base Requirement

Copy to Base Requirement

UNC FRC CTE LEA

Year Base Subject

1960 ENGLISH

1960 HISTORY

1960 MATH

1960 PHYSICAL EDUCATION

1960 SCIENCE

1998 copy test I

1999 copy test

1999 copy Test

2000 ENGLISH

2000 FOREIGN LANGUAGE

2000 HISTORY

2000 MATH

**Note: On the Enterprise Controller, one can copy from any plan to any plan. However, at the LEA/District level, one can only copy from a plan to the LEA plan.**

13. To delete a Path Requirement, click **Delete**. Click **Confirm Delete**.
14. Click **Submit**.
15. To drill down to a course path's detail, click the circle/button beside the description of a path.

Graduation Plan Base Requirements: 2009 - MATH

Path Requirements

[New Path Requirement](#)

Show 10 entries

Description	Delete	Copy To
Path 1-Std UNC Math	Delete	Copy To
Path 2-Std UNC Math	Delete	Copy To
Path 3-CC 4th Math	Delete	Copy To
Path 4-CC 4th Math	Delete	Copy To

Showing 1 to 4 of 4 entries

Previous Next

[Submit](#)

16. To enter a new sub requirement, click **New Sub Requirement**. Enter a **Category**, **Association**, **Requirement Group**, **Description**, and **Credits Needed**.

UNC FRC CTE Math Rigor State LEA

Graduation Plan Base Requirements: 2012 - Electives

Path Requirements: Elective Path

Sub Requirements

[New Sub Requirement](#)

Show 10 entries

Category	Association	Requirement Group	Description	Credits Needed	Undo	Delete
ELE		1	ELECTIVES PATH I	2	Undo	Delete

Showing 1 to 1 of 1 entries

Previous Next

[Submit](#)

Required for CTE

- ☐ All sub requirements must have a credit value of at least 1 (except for CTE – noted below).
- ☐ For the **CTE Graduation Requirements**, you will be required to enter a **Requirement Group** (1, 2, or 3). Per DPI requirements, the credits needed for CTE Sub Requirements are 0 for groups 1 & 3 and 1 for group 2.

17. If you accidentally add too many sub requirements, click **Undo** beside any extra lines that you need to remove.
18. Click **Submit**.
19. To delete a Sub Requirement, click **Delete**. Click **Confirm Delete**.
20. Click **Submit**.
21. To drill down to a sub requirement's detail, click the circle/button beside the category.

UNC
FRC
CTE
Math Rigor
State
LEA

Graduation Plan Base Requirements: 2012 - Electives

Path Requirements: Elective Path

Sub Requirements

New Sub Requirement

Show 10 entries

Category	Association	Requirement Group	Description	Credits Needed	
<div> <div></div> ELE </div>			ELECTIVES PATH I	2	<div>Undo</div> <div>Delete</div>

Showing 1 to 1 of 1 entries

Click the button to drill down

Submit

22. To enter a new course association, click **New Course Association**. Enter a **Course Code**.

Graduation Plan Base Requirements: 2009 - MATH

Path Requirements: Path 1-Std UNC Math

Sub Requirements: Math I - 1

Course Associations

**New Course Association**

Show 10 entries

Course Code	Undo	Delete
<input type="text"/>	Undo	Delete
2022X	Delete	Delete
2023X	Delete	Delete
2032X	Delete	Delete
2051X	Delete	Delete
2055X	Delete	Delete
2100	Delete	Delete
2101	Delete	Delete
2102	Delete	Delete
2103	Delete	Delete

Showing 1 to 10 of 11 entries

Previous Next

Submit

**Note:** There are validation rules here to prevent entry of the same course code multiple times.

23. If you accidentally add too many Course Associations, click **Undo** beside any extra lines you need to remove.

24. Click **Submit**.

25. To delete a Course Association/Course Code, click **Delete**. Click **Confirm Delete**.

26. Click **Submit**.

**Note:** If you need to navigate back to any level in this hierarchy, use the tabs to navigate back. Do not use the back button on your browser.

Graduation Plan Base Requirements: 2009 - MATH

Path Requirements: Path 1-Std UNC Math

Sub Requirements: Math I - 1

Course Associations

**New Course Association**

Show 10 entries

Course Code	Undo	Delete
<input type="text"/>	Undo	Delete
2022X	Delete	Delete
2023X	Delete	Delete
2032X	Delete	Delete
2051X	Delete	Delete
2055X	Delete	Delete
2100	Delete	Delete
2101	Delete	Delete
2102	Delete	Delete
2103	Delete	Delete

Showing 1 to 10 of 11 entries

Previous Next

Submit

Use these tabs to navigate back and forth within the path/requirement/sub requirement



## State Graduation Requirements

On the **State Graduation Requirements** tab, you have a few different options. In order to set up a State graduation plan, you must first set up Roots.

1. On the **State** tab, click the **+** beside **Root**.

**Graduation Plan Base Requirements ( )**

[New Base Requirement](#)

Show  entries

	Root (+)	Base Subject	Credits Needed	
<input type="radio"/>	2012 - FRC-OCS 2012	English	3	<a href="#">Delete</a>
<input type="radio"/>	2012 - FRC-OCS 2012	Math	3	<a href="#">Delete</a>

2. Click **New** to create a new State Root Code.

### State Root Codes for Graduation Plans

[New](#)

Code	Name	Description	Sort Order
Test1	2011	Test 1	<input type="text" value="1"/>
OCS09	2009	FRC-OCS 2009	<input type="text" value="2"/>
3	3	3	<input type="text" value="3"/>
OCS12	2012	FRC-OCS 2012	<input type="text" value="5"/>
3	6	6	<input type="text" value="6"/>

[Submit](#)

3. Enter the following information:

**Root Code:**

**9<sup>th</sup> Grade Entry Year:**

**Description:**

**Sort Order:**

#### New Grad Plan Code

Option	Value
Root Code	<input type="text"/>
9th Grade Entry Year	<input type="text"/>
Description	<input type="text"/>
Sort Order	<input type="text"/>

[Submit](#)

Note: All roots with the same 9<sup>th</sup> grade entry date will create a “set” of graduation plans. When many roots with the same 9<sup>th</sup> grade entry year are created, a student will be evaluated on all base requirements (and the related

paths and sub requirements) within the set of roots with the 9<sup>th</sup> grade entry date that is closest without being later than the student's 9<sup>th</sup> grade entry date.

4. Click **Submit**.

**Note:** To edit an existing code, click the **Code**, **Name** or **Description**. Edit the entry. Click **Submit**. To Delete the entry, click **Delete**.

## Edit Grad Plan Code

Option	Value
Root Code	<input type="text" value="Test1"/>
9th Grade Entry Year	<input type="text" value="2011"/>
Description	<input type="text" value="Test 1"/>
Sort Order	<input type="text" value="1"/>

Using the breadcrumb, click **NC Graduation Requirements**. You will need to navigate back to the location you were in the process of adding a State Root Code.

[Start Page](#) > [NC Graduation Requirements](#) >

Once the roots are created, State Requirements can be set up.

5. Click **New Base Requirement**.
6. Select a **Root** from the drop-down, enter a **Base Subject**, and enter **Credits Needed**.

Graduation Plan Base Requirements ()

New Base Requirement

Show 10 entries

Root (+)	Base Subject	Credits Needed	
Select			Undo
<input type="radio"/> 2012 - FRC-OCS 2012	English	3	Delete
<input type="radio"/> 2012 - FRC-OCS 2012	Math	3	Delete
<input type="radio"/> 2012 - FRC-OCS 2012	Science	3	Delete
<input type="radio"/> 2009 - FRC-OCS 2009	English	3	Delete
<input type="radio"/> 2009 - FRC-OCS 2009	Math	3	Delete
<input type="radio"/> 2009 - FRC-OCS 2009	Science	3	Delete
<input type="radio"/> 2009 - FRC-OCS 2009	Social Studies	3	Delete

Showing 1 to 7 of 7 entries

Previous
Next

Submit


7. If you accidentally add too many base requirements, click **Undo** beside any extra lines that you need to remove.
8. Click **Submit**.
9. To delete a Base Requirement, click **Delete** beside the base requirement. Click **Confirm Delete**.
10. Click **Submit**.
11. To drill down to a base path's detail, click the circle/button beside the root of a path.

**Graduation Plan Base Requirements ()**

[New Base Requirement](#)

Show 10 entries

Root (+)	Base Subject	Credits Needed	
<input type="radio"/> 2012 - FRC-OCS 2012	English	3	<a href="#">Delete</a>
<input type="radio"/> 2012 - FRC-OCS 2012	Math	3	<a href="#">Delete</a>
<input checked="" type="radio"/> 2012 - FRC-OCS 2012	Science	3	<a href="#">Delete</a>

 **Click to drill down**

12. To enter a new path requirement, click **New Path Requirement**.
13. Enter the **Description**.

**Path Requirements**

[New Path Requirement](#)

Show 10 entries

**Description**

☐ Elective Path

[Undo](#) [Delete](#) [Copy To](#)

Showing 1 to 1 of 1 entries

[Previous](#) [Next](#)

14. If you accidentally add too many path requirements, click **Undo** beside any extra lines that you need to remove.
15. Click **Submit**.
16. To delete a Path Requirement, click **Delete** beside the path requirement. Click **Confirm Delete**.
17. Click **Submit**.
18. To drill down to sub requirements, click the circle/button beside the Description of the path requirement.

UNC FRC CTE Math Rigor State LEA

**Graduation Plan Base Requirements: 14946 - English**

**Path Requirements**

[New Path Requirement](#)


Show 10 entries

**Description**

☒ Elective Path

[Delete](#) [Copy To](#)

Showing 1 to 1 of 1 entries

 **Click to drill down**

[Previous](#) [Next](#)

19. To enter a new sub requirement, click **New Sub Requirement**.

20. Enter the **Category**, **Association**, **Requirement Group**, and **Description**.

**Note: North Carolina does not use Requirement Groups at this time.**

21. If you accidentally add too many sub requirements, click **Undo** beside any extra lines that you need to remove.

22. Click **Submit**.

23. To delete a Sub Requirement, click **Delete** beside the sub requirement. Click **Confirm Delete**.

24. Click **Submit**.

25. To drill down to the course associations, click the circle/button beside the category of the sub requirement.

26. To enter a new course association, click **New Course Association**. Enter a **Course Code**.

**Note: There are validation rules here to prevent entry of the same course code multiple times.**

27. If you accidentally add too many Course Associations, click **Undo** beside any extra lines you need to remove.

28. Click **Submit**.

29. To delete a Course Association/Course Code, click **Delete**. Click **Confirm Delete**.
30. Click **Submit**.

## Credential Attainment Associations

Credential Attainment Associations must be set up on each course on the Enterprise Controller that has an associated test. There is a new field on the **Courses** screen, entitled **Credential Attainment Associations**.

1. From the Start Page, navigate to **District** setup, **Courses**.
2. Select the course for which a test needs to be associated (click the course to open the **Edit Course District Information** screen).
3. To add test to the course, click **Associate**. The **Credential Attainment Association** pop-up screen will show all tests that are listed on the district level Tests list (sorted alphabetically).
4. Click **Submit**.

**Note: Up to approximately 40 tests can be added to a course (character limit of 500 characters for the Credential Attainment Association field).**

The screenshot shows the 'Edit Course District Information' form. The 'Credential Attainment Associations' field is highlighted with a red rectangle. A pop-up window titled 'Credential Attainment Association' is open, displaying a list of tests sorted alphabetically. The list includes:

- BD10-Multimedia and Webpage Design
- BF05-Personal Finance
- BF10-Principles of Bus and Finance
- FA31-Apparel& Textile Production I
- FA32-Apparel& Textile Production II
- Fh20-Intro to Culinary Arts & Hosp
- FN42-Foods II-Enterprise
- FN42-Foods II-Technology
- HU40-Health Science I
- IA11-Intro to Graphic Communication
- IA12-Digital File Preparation
- IA13-Print Advertising and Design
- IC00-Core& Sustainable Construction
- IC12-Masonry II
- IC21-Carpentry I
- IC22-Carpentry II
- IC23-Carpentry III
- II21-Computer Eng Tech I
- II22-Computer Eng Tech II
- IM21-Cabinetmaking I
- IM22-Cabinetmaking II
- IP11-Public Safety I
- IP31-Fire Fighter Technology I
- IP32-Fire Fighter Technology II
- Fake Test

The 'Associate' button is visible next to the 'Credential Attainment Associations' field. The 'Submit' button is at the bottom right of the form.

## LEA/District Administration

LEA/Districts cannot edit the UNC, FRC, CTE, Math Rigor, or State graduation plan tabs. These tabs are view only at the district level. The **Submit** button is missing from these screens. LEA personnel does have the ability to copy any of the UNC, FRC, CTE, Math Rigor, or State graduation plans to the LEA graduation plan tab. However, LEA personnel cannot copy to any of the UNC, FRC, CTE, Math Rigor, or State graduation plans.

## LEA Graduation Plan

The LEA graduation plan is set up slightly different than the other graduation plans. The LEA plans require that a Root be created. All available LEA graduation plans will display and calculate on the LEA tab on the student Graduation Plans page.

1. Click the **(+)** beside **Root** to create a new root.

Click the (+) beside Root

2. Click **New**.

### Grad Plan Root Code Definition

4. Enter the **Root**, **9<sup>th</sup> Grade Entry Year**, **Description**, and the **Sort Order**. Click **Submit**.

## New Grad Plan Code

Option	Value
Root Code	<input type="text"/>
9th Grade Entry Year	<input type="text"/>
Description	<input type="text"/>
Sort Order	<input type="text"/>

**Submit**

- ☐ Use the breadcrumb to go back to the NC Graduation Requirements screen to continue. You will have to navigate back to the location you were in the process of adding a Base Requirement.



5. Create a new base requirement by clicking **Create New Base** requirement. Select the **Root** from the drop-down, enter the **Base Subject**, and enter the **Credits Needed**.

UNC FRC CTE Math Rigor State LEA

Graduation Plan Base Requirements ()

**New Base Requirement**

Show 10 entries

Year	Base Subject	Credits Needed	
Select	Math LEA 12	3	Delete
Select	Science LEA 12	3	Delete
Select	Soc Stud LEA 12	3	Delete
Select	Math LEA 09	3	Delete
Select	Science LEA 09	3	Delete

Showing 1 to 5 of 5 entries

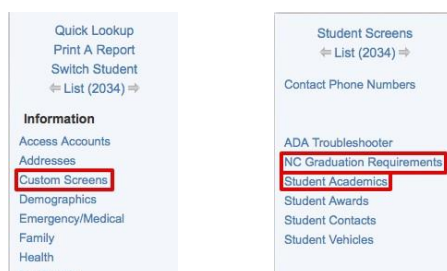
Previous Next

**Submit**

6. If you accidentally add too many base requirements, click **Undo** beside any extra lines that you need to remove.
7. Click **Submit**.
8. To delete a base requirement, click **Delete** beside the requirement you wish to remove. Click **Confirm Delete**.
9. Click **Submit**.
10. Continue using the steps defined in the **Graduation Plan Setup** section above, starting at step #6.

## Student Level Administration - Accessing and Using the NC Graduation Requirements Screen

1. From the Start page, select either the school or District Office from the schools drop-down list (for school-level users, skip this step).
2. If you would like to access this information for a select group of students, enter your search criteria, complete your search and then select a student; or query a single student.
3. Click Custom Screens on the left navigation pane.
4. NC Graduation Requirement Screens are managed through the NC Graduation Requirements and Student Academics links on the left navigation pane.



## NC Graduation Requirements

The NC Graduation Requirements are located under the NC Graduation Requirements link. From this screen you can access a student's progress toward UNC Minimum Requirements, FRC plans of study, CTE Concentration, LEA graduation plans, and Endorsements. There is a tab defined for each plan of study for the student selected. Each section below outlines the information and how to drill down into the details.

## UNC Minimum Requirements

In the UNC Minimum Admissions Requirements section, you will see several base subjects:

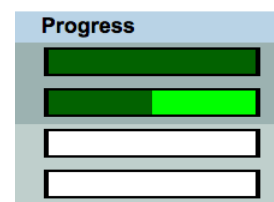
- |   |   |
|---|---|
| <input type="checkbox"/> English          | <input type="checkbox"/> Science        |
| <input type="checkbox"/> Foreign Language | <input type="checkbox"/> Social Studies |
| <input type="checkbox"/> Math             |   |

1. Click the **Base Subject** to expand and see path options. Click the **Base Subject** again to collapse the path.
2. Click one of the **Path Options** for the base subject to see the **Path Sub Requirements**.



3. The **Completion Status** column shows the completion status of each sub requirement.

- ☐ **Dark Green** – Complete
- ☐ **Neon Green** – In-progress
- ☐ **White** – Incomplete



4. The **Progress Bar** shows a student's progress in meeting the path that student is closest to meeting.

5. Click the Complete/Incomplete/Projected **Completion Status** to see course information details.

- ☐ **COMPLETE** – course path is complete
- ☐ **INCOMPLETE** – course path is incomplete
- ☐ **PROJECTED** – course is currently in-progress which, upon completion, will complete the path (NOTE: includes scheduled/committed course schedules)

6. To rerun the **UNC** process on an individual student, click **Run UNC**.

## FRC Cluster Data

In the **FRC Cluster Data** area, users can drill down and see details on a student's progress toward meeting the subject area requirements.

- Click the **Subject** area to expand and reveal the different paths available.
- The path high-lighted in **light green** is the path the student is closest to meeting.
- The **Progress** bar shows the student's headway toward meeting the path requirements.
- Click the **COMPLETE/INCOMPLETE/PROJECTED** arrow beside the course to view course details.
- The **Status** bar shows NEON Green for In-Progress courses.

6. Click the arrow beside the **Completion Status** to see the course details.
7. The student's overall **Status** is represented in the status bar.
8. To rerun the **FRC** process on an individual student, click **Run FRC**.

**FRC Cluster Data - 2009**

⚠ FRC Override Enabled ← If FRC override has been enabled, it will be indicated here.

[Run FRC](#) ← Click to Rerun the FRC Plan

Subject	Credits Needed	Credits Earned	Credits In Progress	Completion Status	Progress																					
21 Credit Minimum	21	21	8	COMPLETE	<div></div>																					
21 Credits Minimum	21	21	8	COMPLETE	<div></div>																					
Electives	2	2	6	COMPLETE	<div></div>																					
English	4	3	2	PROJECTED	<div></div>																					
English CC Path			1	INCOMPLETE	<div></div>																					
English I (Clone)																										
<div> <b>Courses Applied / Eligible</b> <table border="1"> <thead> <tr> <th>Course Number</th> <th>Course Name</th> <th>Credits</th> <th>Score</th> </tr> </thead> <tbody> <tr> <td>10212F</td> <td>English I</td> <td>1 CR</td> <td>79</td> </tr> </tbody> </table> </div> <div> <b>Courses In Progress</b> <table border="1"> <thead> <tr> <th>Course Number</th> <th>Course Name</th> <th>Credits</th> </tr> </thead> <tbody> <tr> <td colspan="3">No Records Found</td> </tr> </tbody> </table> </div> <div> <b>Courses Associated</b> <table border="1"> <tbody> <tr> <td>10212X0G</td> <td>College Prep English I</td> </tr> <tr> <td>10212X0CPE</td> <td>College Prep English I</td> </tr> <tr> <td>10212X01</td> <td>English I</td> </tr> </tbody> </table> </div>	Course Number	Course Name	Credits	Score	10212F	English I	1 CR	79	Course Number	Course Name	Credits	No Records Found			10212X0G	College Prep English I	10212X0CPE	College Prep English I	10212X01	English I	American Lit (Clone) British Lit (Clone) CC Eng 111 (Clone) CC Eng 112 or 113 or 114 (Clone) English I (Clone) English II (Clone)	1 1 1 1 1 1	1 0 0 0 1 0	0 1 0 0 0 0	COMPLETE PROJECTED INCOMPLETE INCOMPLETE COMPLETE COMPLETE	<div></div> <div></div> <div></div> <div></div> <div></div> <div></div>
Course Number	Course Name	Credits	Score																							
10212F	English I	1 CR	79																							
Course Number	Course Name	Credits																								
No Records Found																										
10212X0G	College Prep English I																									
10212X0CPE	College Prep English I																									
10212X01	English I																									
	4	3	2	PROJECTED	<div></div>																					
Hea	1	1	0	COMPLETE	<div></div>																					
Mat	4	4	0	COMPLETE	<div></div>																					
Sci	3	3	0	COMPLETE	<div></div>																					
Soc	3	3	0	COMPLETE	<div></div>																					

1. Click the subject to expand 2. Click the path to expand 3. Click the arrow to see courses

## CTE Cluster Data

Career and Technical Education Cluster Data shows a student's progress toward meeting CTE Concentration Requirements in each available cluster.

1. In this area, users can see a student's credit totals for **Foundational** courses, **Completer** courses, and **Enhanced** courses.
2. The **Total Applicable Credits** column shows the student's total credits for each cluster (only one credit designated as Enhanced counts toward the four credit requirement).
3. The **Status** bar shows NEON Green for In-Progress courses.
4. Click the arrow beside the **Completion Status** to see the course details.
5. The student's overall **Status** is represented in the status bar.
6. To rerun the **CTE** process on an individual student, click **Run CTE**.

**CTE Cluster Data**

⚠ This student has overrides for the following concentrators: AGNR, AAVC, ARCH, HOSP, HUMA, HLTH, INFO, BMA, LAW, FINA

[Run CTE](#)

Click the arrow to see the course details

Cluster Completion Status

Cluster	Overrides, if any	Course Number	Course Name	Credits	Score	Completion Status	Status
Information Technology (INFO)						COMPLETE	100%
Agriculture, Food & Natural Resources (AGNR)		CS972X0	Angle - CTE Internship	1 CR	95	COMPLETE	100%
Science, Technology, Engineering & Mathematics (STEM)		IT112	Angle Test 2	1 CR	100	COMPLETE	100%
Arts, AV Technology & Communication (AAVC)		BF052X0	Personal Finance	1 CR	93	PROJECTED	100%
Architecture & Construction (ARCH)		TE112X0	Technology Engineering & Design	1 CR	89	INCOMPLETE	100%
Business Management & Administration (BMA)		CS122X0	test 1	1 CR	100	PROJECTED	100%
Manufacturing (MANU)		CS132X0	test 2	1 CR	90	INCOMPLETE	100%
Marketing (MRKT)						INCOMPLETE	100%
Transportation, Distribution & Logistics (TRAN)						INCOMPLETE	100%
Finance (FINA)		BM202X0	Microsoft Excel & Access	1 CR		INCOMPLETE	100%
Hospitality (HOSP)		BM102X0	Microsoft Word, PowerPoint & Publisher	1 CR		INCOMPLETE	100%

## STATE

Users can view a student's progress in meeting other state level graduation plan requirements in this tab.

1. The **Subject**, **Credits Needed**, **Credits Earned**, **Credits in Progress**, **Completion Status**, and **Progress** for each base requirement are shown on the main tab.
2. To view details of each base requirement, click the **subject** to expand.
3. To view the course details of the completion status, click the **arrow** beside the completion status.
4. To rerun the State plan for a student, click **Run State**.

State Plan Data

**Run State** ← Click to rerun the State plan for a student

Subject	Credits Needed	Credits Earned	Credits In Progress	Completion Status	Progress
English	2	2	2	COMPLETE	<div></div>
English CC Path	6	2	0	INCOMPLETE	<div></div>
American Lit (Clone)	1	0	0	INCOMPLETE	<div></div>
British Lit (Clone)				INCOMPLETE	<div></div>
CC ENG 111 (Clone)				INCOMPLETE	<div></div>
CC ENG 112 or 113 or 114 (Clone)				INCOMPLETE	<div></div>
English I (Clone)				COMPLETE	<div></div>
English II (Clone)				COMPLETE	<div></div>
English Std Path				PROJECTED	<div></div>
English I (Clone)				COMPLETE	<div></div>
English II (Clone)				COMPLETE	<div></div>
English III (Clone)				COMPLETE	<div></div>
English IV (Clone)				INCOMPLETE	<div></div>
Elective Path				COMPLETE	<div></div>
ELECTIVES PATH I (Clone)				COMPLETE	<div></div>
Math				INCOMPLETE	<div></div>
Science				INCOMPLETE	<div></div>
Social Studies				INCOMPLETE	<div></div>

Click subject to expand and see details

Click arrow to see course details

**American Lit (Clone)**

**Courses Applied**

Course Number	Course Name	Credits	Score
No Records Found			

**Courses In Progress**

Course Number	Course Name	Credits
No Records Found		

**Courses Associated**

1C115X0	ENG 241 - British Literature I
1C125X0	ENG 242 - British Literature II
1C135X0	ENG 243 - Major British Writers

## LEA

Users can view a student's progress in meeting any LEA-defined graduation plan requirements in this tab.

1. The **Subject**, **Credits Needed**, **Credits Earned**, **Credits in Progress**, **Completion Status**, and **Progress** for each base requirement are shown on the main tab.
2. To view details of each base requirement, click the **subject** to expand.
3. To view the course details of the completion status, click the **arrow** beside the completion status.
4. To rerun the State plan for a student, click **Run LEA**.

LEA Cluster Data

**Run LEA** ← Click to rerun the LEA plan

Subject	Credits Needed	Credits Earned	Credits In Progress	Completion Status	Progress
Math LEA 09	12	9	0	INCOMPLETE	<div></div>
Path 1-Std UNC Math	12	9	0	INCOMPLETE	<div></div>
Fourth Math - UNC (Clone)	1	1	0	COMPLETE	<div></div>
Fourth Math - UNC			0	COMPLETE	<div></div>
Fourth Math - UNC			0	COMPLETE	<div></div>
Math II/Algebra I/Int			0	COMPLETE	<div></div>
Math II/Algebra I/Int			0	INCOMPLETE	<div></div>
Math II/Algebra I/Int			0	INCOMPLETE	<div></div>
Math II/Algebra I/Int			0	INCOMPLETE	<div></div>
Math II/Algebra II/Int			0	COMPLETE	<div></div>
Math II/Algebra II/Int			0	COMPLETE	<div></div>
Math II/Algebra II/Int			0	COMPLETE	<div></div>
Math III/Geometry/I			0	COMPLETE	<div></div>
Math III/Geometry/I			0	COMPLETE	<div></div>
Math III/Geometry/I			0	COMPLETE	<div></div>
Math LEA 12			0	INCOMPLETE	<div></div>

Click subject to expand for details

Click arrow to see course details

**Fourth Math - UNC (Clone)**

Courses Applied			
Course Number	Course Name	Credits	Score
25017X0	Math3	1 CR	100
24035X0HNS	Pre-Calculus Honors	1 CR	87

**Courses In Progress**

Course Number	Course Name	Credits
No Records Found		

**Courses Associated**

24002X0N	Adv Functions & Modeling
24002Y0	Adv Functions & Modeling
24002X0C	Adv Functions & Modeling
24002X0Y	Adv Functions & Modeling

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## Endorsements

In order for the Endorsements screen to calculate properly, the UNC, FRC, and CTE plans should be rerun, especially if a change has been made to a student's historical grades.

The Endorsements tab is calculated every time the tab is opened. It may take a few seconds for the tab to open because the "check" and "minus" indicators will recalculate each time the tab is opened.

UNC	FRC	CTE	State	LEA	Endorsements	Credential Attainment
<div> <div>Endorsements</div> <div> Changes to a student's historical grades will NOT be reflected here until the student's UNC, FRC, and CTE plans have been re-run. </div> </div>						
Endorsement	Completion Status	Last Calculated	By			
CPR	COMPLETE					
<div>Calculate</div> <div> <div>Career</div> <div> <div> <div>✓ FRC</div> <div>✓ GPA (3.0781)</div> <div>✗ Math Rigor</div> <div>✗ CTE Concentrator</div> <div>✓ Career Readiness Credential</div> </div> </div> </div>	INCOMPLETE *	Modified: 12/16/2014 03:12 PM	[12/2/2014-15 0:46] Maintenance			
<div>Calculate</div> <div> <div>College</div> <div> <div> <div>✓ FRC</div> <div>✓ GPA (3.0781)</div> <div>✗ Math Rigor</div> <div>✗ 4th Math MM</div> </div> </div> </div>	INCOMPLETE	Modified: 12/16/2014 03:12 PM	SYSTEM			
<div>Calculate</div> <div> <div>College-UNC</div> <div> <div> <div>✓ FRC</div> <div>✓ GPA (3.0781)</div> <div>✗ Math Rigor</div> <div>✗ 4th Math UNC</div> <div>✓ Science</div> <div>✓ World Language</div> </div> </div> </div>	COMPLETE	Modified: 12/16/2014 03:12 PM	SYSTEM			
<div>Calculate</div> <div> <div>NC Academic Scholar</div> <div> <div> <div>✓ FRC</div> <div>✗ GPA (3.0781)</div> <div>✗ Math Rigor</div> <div>✗ 4th Math UNC</div> <div>✓ Science</div> <div>✓ World Language</div> <div>✓ Two Higher-Level Electives</div> </div> </div> </div>	INCOMPLETE	Modified: 12/16/2014 03:12 PM	SYSTEM			

## CPR

CPR completion status is determined by the entry of a passing score for the CPR test in a student's test history.

- CPR will be marked COMPLETE if the test has been entered for the student in Test Results with a value of P.

## Career

The Career endorsement will display completion status, indicating completion status for FRC, GPA, Math Rigor, CTE Concentrator, and Career Readiness Credential. Users have the ability to manually calculate this status by clicking the **Calculate** button in the indicated section. The last calculated date and time stamp is displayed along with the user who last ran the calculation.

- FRC is indicated satisfied if FRC is satisfied on the FRC tab. The student's FRC completion status is calculated when the endorsement tab is opened.
- GPA is indicated satisfied by a 2.6 GPA (see note in other information). The GPA is calculated when the endorsement tab is opened.
- Math Rigor is calculated on the fly (based on the set up pushed down to the LEA by the Enterprise Controller).

- ☐ CTE Concentrator is indicated satisfied based on the CTE tab.
- ☐ Career Readiness Credential is indicated satisfied if the student has a test score with "Passing" student test record attribute.

## College

The College endorsement will display completion status, indicating completion status for FRC, GPA, Math Rigor, 4<sup>th</sup> Math UNC. Users have the ability to manually calculate this status by clicking the **Calculate** button in the indicated section. The last calculated date and time stamp is displayed along with the user who last ran the calculation.

- ☐ FRC is indicated satisfied if FRC is satisfied on the FRC tab. The student's FRC completion status is calculated when the endorsement tab is opened.
- ☐ GPA is indicated satisfied by a 2.6 GPA (see note in other information). The GPA is calculated when the endorsement tab is opened.
- ☐ Math Rigor is calculated on the fly (based on the set up pushed down to the LEA by the Enterprise Controller).
- ☐ 4<sup>th</sup> Math MM is indicated satisfied based on Completion of a 4<sup>th</sup> math course aligned with the NC Community College System Multiple Measures Placement Policy. The system determines that courses meet this standard by courses within graduation plan Sub Requirements that have an "association" value of "4<sup>th</sup> Math MM." This value is set within the Graduation Plan Setup pages on the Enterprise Controller.

## College – UNC

The College-UNC endorsement will display completion status, indicating completion status for FRC, GPA, Math Rigor, 4<sup>th</sup> Math MM, Science, and World Language. Users have the ability to manually calculate this status by clicking the **Calculate** button in the indicated section. The last calculated date and time stamp is displayed along with the user who last ran the calculation.

- ☐ FRC is indicated satisfied if FRC is satisfied on the FRC tab. The student's FRC completion status is calculated when the endorsement tab is opened.
- ☐ GPA is indicated satisfied by a 2.6 GPA (see note in other information). The GPA is calculated when the endorsement tab is opened.
- ☐ Math Rigor is calculated on the fly (based on the set up pushed down to the LEA by the Enterprise Controller).
- ☐ 4<sup>th</sup> Math UNC is indicated satisfied based on Completion of a 4<sup>th</sup> math course aligned with UNC system Minimum Admission (MARs). The system determines that courses meet this standard by courses within graduation plan Sub Requirements that have an "association" value of "4<sup>th</sup> Math UNC." This value is set within the Graduation Plan Setup pages on the Enterprise Controller.
- ☐ Science is indicated satisfied if the student has 3 science credits that align with the applicable UNC MARs "Science" Base Requirement.
- ☐ World Language is indicated satisfied if the student has 2 world language credits in the same language as defined on the UNC tab. The system is technically reviewing the UNC minimum requirements remaining record in the S\_NC\_GP\_RPT table; and if the record includes world language, then this sub requirement of the College-UNC endorsement will fail.



## NC Academic Scholar

The NC Academic Scholar endorsement will display completion status, indicating completion status for FRC, GPA, Math Rigor, 4<sup>th</sup> Math UNC, Science, World Language, and Two Higher-Level Electives. Users have the ability to manually calculate this status by clicking the **Calculate** button in the indicated section. The last calculated date and time stamp is displayed along with the user who last ran the calculation.

- ❑ FRC is indicated satisfied if FRC is satisfied on the FRC tab. The student's FRC completion status is calculated when the endorsement tab is opened.
- ❑ GPA is indicated satisfied by a 2.6 GPA (see note in other information). The GPA is calculated when the endorsement tab is opened.
- ❑ Math Rigor is calculated on the fly (based on the set up pushed down to the LEA by the Enterprise Controller).
- ❑ 4<sup>th</sup> Math UNC is indicated satisfied based on Completion of a 4<sup>th</sup> math course aligned with UNC system Minimum Admission (MARs). The system determines that courses meet this standard by courses within graduation plan Sub Requirements that have an "association" value of "4<sup>th</sup> Math UNC." This value is set within the Graduation Plan Setup pages on the Enterprise Controller.
- ❑ Science is indicated satisfied if the student has 3 science credits that align with the applicable UNC MARs "Science" Base Requirement.
- ❑ World Language is indicated satisfied if the student has 2 world language credits in the same language as defined on the UNC tab. The system is technically reviewing the UNC minimum requirements remaining record in the S\_NC\_GP\_RPT table; and if the record includes world language, then this sub requirement of the College-UNC endorsement will fail.
- ❑ Two Higher-Level Electives is indicated satisfied if the student has 2 credits meeting any of the following criteria:
  - AP, Honors, or IB course (the 5<sup>th</sup> digit of the course number is either 5, 7, or 8)
  - CTE Advanced course (level 2 CTE courses as defined by the CTE graduation requirements)
  - Dual enrollment course (any stored grade record where the post-secondary institution attribute is NOT NULL)

## Legend

Icons  - Endorsement Satisfied |  - Endorsement Unsatisfied |  - Endorsement Unsatisfied or No Data Found on Path |

\*Override in place



## Other Information

The Endorsements screen sub-requirement GPA uses the same equation for GPA used on the NC Official Transcript. It is hard-coded and is unaffected by any changes made to the NC Weighted and/or NC Unweighted GPA methods.

NC Weighted GPA Formula:

$$\text{ROUND}(\text{SUM}(\text{GPA\_SUM}((\text{GPA\_GPAPOINTS}()+\text{GPA\_ADDEDVALUE}()) \\ * \text{GPA\_EARNEDCREDIT}()))/\text{SUM}(\text{GPA\_POTENTIALCREDIT}$$

NC Unweighted GPA Formula:

$$\text{ROUND}(\text{SUM}(\text{GPA\_SUM}((\text{GPA\_GPAPOINTS}() \\ * \text{GPA\_EARNEDCREDIT}())))/\text{SUM}(\text{GPA\_POTENTIALCREDIT})),4)$$

## Credential Attainment

The Credential Attainment tab is designed to reflect credential attainment associated with a course. When the user clicks on this tab for a student, all the student's historical final marks are displayed. If there is a test associated with a course and the student has a test score entered, a like will appear under the **Test Name** column with the actual **Test Name**. A link to the student's test scores will appear in the **Scores?** Column if scores are present.

**Note: The test scores for credential attainment are entered like all other test scores on the Test Results page for a student. To determine which test is needed for a course's credential attainment, view the Course details at the district or school level. The Credential Attainment Associations will be listed at the bottom of the Courses screen.**

1. On the student graduation requirements screen, click the **Credential Attainment** tab.
2. Every course in the student's historical grades will display. If a course has a test associated with it and scores are available, click **View Scores** to see the test scores.

Credential Attainment Report						
Grade Level	Course Number	Course Name	Store Code	Grade	Test Name	Scores?
11	CN315X0	AOIT Web Design	F1	87		
11	TE112X0	Technology Engineering & Design	F1	89		
11	CN372X0	AOIT Graphic Design	F1	87		
11	62022X0FA	FIRST AID	F1	96		
11	BF052X0	Personal Finance	F1	93		
11	33305X0	Anatomy				
11	24035X0HNS	Pre-Calculus				
11	10238X0Y	English II				
11	43138X0Y	Ib History				
11	CS972X0	Angle - CTE Internship	F1	95		
10	40525MYP	CIVICS AND ECONOMICS MYP	F1	94		
10	106922	SPANISH II	F1	87		

3. Test names flagged with an asterisk (\*) indicate that the test has a Work Keys/Career Readiness indicator associated.

## Student Academics (with graduation plan overrides)

The **Student Academics** screen is used to store important data regarding graduation for students.

Users also have the ability to manually override the FRC, CTE, UNC, and Endorsement requirements on the **Student Academics** screen. If users choose to use any of the override functions on this page, users must enter an override reason in the **Notes** field.

If an override is selected on this page, the user will see a yellow bar indicating an override is in place across the top of the affected/overridden graduation plan.



1. From the Start page, select either the school or district office from the schools drop-down list (for school-level users, skip this step)
2. If you would like to access this information for a select group of students, enter your search criteria, complete your search and then select a student; or query a single student.
3. Click **Custom Screens** on the left navigation pane.
4. Click **Student Academics**.
5. In the first section, users can review information regarding student graduation status:

- ☐ **Grade 9 Entry Date** – student's first day of the 9<sup>th</sup> grade
- ☐ **Projected Grad Year** – year of expected graduation
- ☐ **Bound For** – select a value from the drop-down
- ☐ **College Bound** – Yes/No
- ☐ **Home Language Survey** – yes or no
- ☐ **Home Language Survey** – date
- ☐ **Pregnant or Parenting Teen** – Yes/No

### Student Academics

Label	Data
Grade 9 Entry Date	<input type="text" value="MM/DD/YYYY"/>
Counselor	<input type="text"/>
Case Manager	<input type="text"/>
Mentor Advisor	<input type="text"/>
Service Learning Hours	<input type="text"/>
Projected Grad Year	<input type="text"/>
Bound For	<input type="text"/>
College Bound	<input type="text"/>
Home Language Survey	<input type="text"/>
Home Language Survey Date	<input type="text" value="MM/DD/YYYY"/>
Pregnant or Parenting Teen	<input type="text"/>

6. In the **FRC Plan Data** section, complete these items as necessary:

- ☐ **Diploma Granted Date**
- ☐ **Diploma Issued Date**
- ☐ **Diploma Type** – select the correct diploma from the drop-down
- ☐ **Diploma Override** – Select **No/Yes**; if you select yes, you must enter a **Note**
- ☐ **Diploma Override Audit** – shows any previous FRC overrides
- ☐ **Plan of Intent** – select the plan of intent (use the CTRL or Command key to make multiple selections) – this is just a place for the school level personnel to note the Plan of Intent; this field does not control how the student is evaluated toward a graduation plan.

FRC Plan Data	
Label	Data
Diploma Granted Date	<input type="text"/> (MM/DD/YYYY)
Diploma Issued	<input type="text"/> (MM/DD/YYYY)
Diploma Type	FRC1 (7) 2009/10
Diploma Override	<div>Yes</div> <div>Reason:</div> <div>Override Reason</div> <div>Maintenance</div>
Plan of Intent	Hold CTRL to select multiple Future Ready Core UNC System Admission Community College/Other College CCP/Dual Enrollment

7. In the **CTE Plan Data** section, complete these items as necessary:

- ☐ **CTE Override:**
  - Select Concentrator(s)** – select or deselect one or more **CTE Concentrator(s)** (use the Control or Command key to make multiple selections)
  - CTE Override** – select **No/Yes**; if you select yes, you must enter a **Note**

**NOTE:** Both the selection of a concentrator AND pulldown YES must be completed to successfully override a student's CTE endorsement. Completing only one of these items negatively impacts the reporting of endorsements.
- ☐ **CTE Override Audit** - shows any previous CTE overrides

CTE Plan Data	
Label	Data
CTE Concentrator(s)	<div>           2009-Agriculture, Food &amp; Natural Resources            2009-Architecture &amp; Construction            2009-Arts, AV Technology &amp; Communication            2009-Business Management &amp; Administration            2009-Finance            2009-Health Science            2009-Hospitality            2009-Human Services            2009-Information Technology            2009-Law, Public Safety, Corrections &amp; Security            2009-Manufacturing            2009-Marketing            2009-Science, Technology, Engineering &amp; Mathematics            2009-Transportation, Distribution &amp; Logistics            2012-Agriculture, Food &amp; Natural Resources         </div>
Hold CTRL to select multiple	
CTE Override	<div>Yes</div> <div>Reason:</div> <div>Override Reason</div> <div>Maintenance</div>

Hold down the CTRL key (windows) or CMD key (mac) to select multiple concentrators

8. In the **UNC Plan Data** section, complete these items as necessary:

- ☐ **UNC Override** – Select **No/Yes**; if you select yes, you must enter a **Note**.
- ☐ **UNC Override Audit** - Shows any previous UNC MAR overrides.

UNC Plan Data	
Label	Data
UNC Override	<div>Yes</div> <div>Reason:</div> <div>Override Reason</div> <div>Maintenance</div>
UNC Year Evaluated	2009

9. In the **Endorsement Overrides** section, complete these items as necessary:

- ☐ **College Endorsement Override** – Select **No/Yes**; if you select yes, you must enter a **Note**.
- ☐ **College UNC Endorsement Override** – Select **No/Yes**; if you select yes, you must enter a **Note**.
- ☐ **NC Academic Scholar Endorsement Override** – Select **No/Yes**; if you select yes, you must enter a **Note**.
- ☐ **Career Endorsement Override** - Select **No/Yes**; if you select yes, you must enter a **Note**.

Endorsement Override	
Label	Data
Career Endorsement Override	<div>Yes</div> <div>Reason:</div> <div>test</div>
College Endorsement Override	<div>Yes</div> <div>Reason:</div> <div>test</div>
College-UNC Endorsement Override	<div>Yes</div> <div>Reason:</div> <div>test</div>
NC Scholar Endorsement Override	<div>No</div>

10. In the **Post-Secondary Activities** section, complete these items as necessary:

- ☐ **Post-Secondary Education** – Select **No/Yes**.
- ☐ **Advanced Training** – Select **No/Yes**.
- ☐ **Military Service** – Select **No/Yes**.
- ☐ **Employment** - Select **No/Yes**.

Post-Secondary Activities	
Label	Data
Post-Secondary Education	No
Advanced Training	No
Military Service	No
Employment	No

11. Enter any additional notes for overrides in the **Override Notes** section.

Plan Override Notes		
Override Notes	Override Reason	

12. Click **Submit**.

# Reports

## Diploma Assessment Report (DAR)

The graduation reports are located under the NCDPI Reports section of PowerSchool.

1. From the Start page, select the school or district office from the school drop-down (for district users).
2. You must select a group of students in order to run the report; enter your search criteria, complete your search.
3. Click **System Reports** from the left navigation pane.
4. Click the **NCDPI Reports** tab.
5. In the Graduation Planner section of the page, click **Diploma Assessment**.
6. The report will immediately begin to generate for the students you have selected from Step #2. If you get no results, then go back and make a student selection. Depending on the number of students in the selection, this report could take a few minutes to generate.
7. Click a student's **ID number** to go directly to their Graduation Requirements screen.
8. Click one of the following buttons to perform the given action:
  - ☐ **Copy to clipboard** – copies the information to the clipboard from the report based on the parameters chosen
  - ☐ **Save for Excel** – saves the report in CSV format
  - ☐ **Save to PDF** – saves the report in PDF format
  - ☐ **Print** – prints the report
9. You can edit the number of **entries** displayed per screen by clicking the drop-down in the upper left-hand corner, directly below the print options boxes(10, 25, 50, 100).
10. You can search for students using the **Search** box.
11. Student progress is reported in the FRC, UNC, and Math Rigor columns, and displays as Yes/No. CTE Concentrators column displays as no/Concentrator Areas.
12. An asterisk (\*) indicates an override in an area; a plus (+) indicates that a student is projected to meet the graduation plan requirements.

Diploma Assessment Report - 12/8/2014 08:55:59

\*indicates override in place

+indicates student is projected to meet graduation plan requirements

Copy CSV Excel PDF Print

Showing 100 entries

Search for a student record

Click here to adjust the number of records displayed on-screen

The student number is linked to the student's graduation plan

LEA	School	Student Number	Grade	First	MI	Last	Gender	DOB	FRC	UNC	CPR	Math Rigor	CTE Concentrators	Career	College	College-UNC	NC Scholar
320	322	<a href="#">12222222</a>	12	John		DOE	M	12/12/2000	Yes +	No	Yes	No	AGNRP*, ARCH*	No	No	No	No
320	322	<a href="#">12222222</a>	12	Jane		DOE	F	12/12/2000	Yes +	No	No	No	No	No	No	No	No
320	322	<a href="#">12222222</a>	12	John		DOE	M	12/12/2000	No	No	Yes	No	No	No	No	No	No
320	322	<a href="#">12222222</a>	12	Jane		DOE	F	12/12/2000	Yes	No	No	No	No	No	No	No	No
320	322	<a href="#">12222222</a>	12	John		DOE	M	12/12/2000	Yes	No	No	No	No	No	No	No	No
320	322	<a href="#">12222222</a>	12	Jane		DOE	F	12/12/2000	Yes +	No	Yes	No	No	No	No	No	No

## Student Enrollments by Subject Report

This report shows a summary of students enrolled by subjects (as defined by department) and school year.

1. From the Start page, select the school or District Office from the school drop-down (for district users).
2. Click **System Reports** from the left navigation pane.
3. Click the **NCDPI Reports** tab.
4. In the Enrollment Reports section of the page, click **Student Enrollments by Course Report**.
5. Select a **Subject** from the drop-down or leave set to "All Subjects" to run the report for all subjects.
6. Select a **Year** from the drop-down or leave set to "Currently Selected Year" to run for the select school year.
7. It may take a few moments for the report to generate at the bottom of the screen.
8. Click one of the following buttons to perform the given action:
  - ☐ **Copy to clipboard** – copies the information to the clipboard from the report based on the parameters chosen
  - ☐ **Save for Excel** – saves the report in CSV format
  - ☐ **Save to PDF** – saves the report in PDF format
  - ☐ **Print** – prints the report
9. You can edit the number of **entries** displayed per screen by clicking the drop-down in the upper left-hand corner, directly below the print options boxes (10, 25, 50, or 100).
10. To navigate to another screen of records, click the **First**, **Previous**, **1**, **2**, ..., **Next**, and **Last** buttons to view more data.

**Parameters**

Subject: All Subjects Filtering options

Year: Currently Selected Year

**Results**

Copy to clipboard Save for Excel Save to PDF Print Different methods for saving or displaying the report

Showing 1 to 10 of 18,573 entries (filtered from 40,212 total entries)

Student Number	Last Name	First Name	MI	Course Number	Course Name	School	Year	Status
10357X0				10357X0	AP English Language and Composition	RHS	S2	
99329X0Y				99329X0Y	Actvty Period/Homeroom	RHS	14-15	In Progress
TP267X0D				TP267X0D	PLTW Computer Science and Software Egnin	RHS	S2	
TP217X0				TP217X0	PLTW Digital Electronics	RHS	S1	In Progress
43055X0				43055X0	American History II Honors	RHS	S2	
24035X0HNS				24035X0HNS	Pre-Calculus Honors	RHS	S1	In Progress
11435X0				11435X0	Spanish III Honors	RHS	S1	In Progress
45027X0				45027X0	AP HUMAN GEOGRAPHY	RHS	S2	
31107X0				31107X0	AP ENVIRONMENTAL SCIENCE	RHS	S1	In Progress
24012X0				24012X0	Discrete Mathematics	RHS	S1	In Progress

Show 10 entries Change the number of entries displayed
First Previous 1 2 3 4 5 Next Last
Navigate to see other pages of the report

## Important Notes

- ❑ Graduation requirements are calculated by looking at the first four digits of a course number.
- ❑ Graduation requirements update automatically once a month and at the end of every semester.
- ❑ **UNC MAR will show green completion status bars for the path that the student is closest to completing.**
- ❑ FRC progress bars show green status bars for any path the student has completed and also show a light green highlight for the path that the student is closest to completing.
- ❑ If status/progress bar does not populate or populates incorrectly, the user should clear the browser cache.
- ❑ User have the option to override FRC, CTE, UNC, and Endorsement requirements (College Endorsement, College UNC Endorsement, NC Academic Scholar, and Career) on the Student Academics screen.